

Meeting adjourned at 4:25 p.m.

Betty Hewitt
 BETTY HEWITT - CHAIRMAN

ATTEST:

Sherry Hospford
 SHERRY HOSPFORD - AUDITOR

Forman, North Dakota
 September 15, 1998

Department Budget Hearings

The Sargent County Board of Commissioners met at 9:00 a.m. with the following present: Betty Hewitt, Donald Wehlender, Lysle Coleman, Steve Wyum, and Bill Smith. Absent none.

1997 State Audit Report

The Board proceeded to hold hearing with several department heads on the 1999 budget.

Jim Brownlee, State Auditor's Office, presented the report of the examination for the year ended 12-31-97. Tax apportionment will be handled differently for 1998, supporting documentation must be acquired for all FEMA Disaster Survey Reports and the Sheriff's Office must maintain a detailed accounts receivable ledger to support the amount of accounts receivable reported on the monthly revenue voucher. The Board will meet with county officials to discuss implementation of the above recommendations.

Dunbar Township/Co # 1 Road problems

A group of landowners met with the Board to discuss water problems between Section 13 and 24 in Dunbar Township. The county is raising the roadway (Co. No. 1) due to flooding this summer and to make the road more safe for driving. The landowners would like a larger culvert in the road and to divert the water down the south ditch. Several suggestions were discussed. Sandy Hanson shared a map of the watershed for Buffalo Lake. She explained a plan is being prepared to accomplish a purpose that will benefit the area involved in the Crooked Creek watershed.

Tewaukon Refuge - land acquisition

Sandra Siekaniec, Tewaukon Refuge Manager, asked the commission if they would approve any purchases of land by the Fish and Wildlife. She explained the supplemental tax payment made by F & W and the revenue sharing tax formula. The commission asked for more information on state-wide acreage, limits in each county and the one time lump sum payment. She will provide this information for the next regular meeting.

Road priorities

Randy Pope and Damon DeVillers, Interstate Engineering, Inc. presented information relative to estimates for the County Highways that were identified at the last meeting. MDDOT is starting to consider waivers of standards on a case-by-case basis for improvement projects. The commission reviewed the nine projects and attempted to prioritize the list. More information was requested on other projects. The engineers will return with this information on October 6th.

Handicapped Accessibility addition bids

Les Bjore, Architect, Lyle Bopp, States Attorney and several bidders arrived at the meeting. The Board proceeded to open bids for Handicapped Accessibility to the courthouse. Bids were received as follows: #1-Comstock Const.-\$12,000; Richland Group Inc.-\$14,800; #3-Comstock Const.-\$135,700; Richland Group Inc.-\$75,000; #4-Comstock Const.-\$68,900; Richland Group Inc.-\$109,400; #5-Fransen & Olson Plaster-\$26,240; #6-Herzog Roofing-\$11,806; Pierce Roofing-\$4,957; Tri-State Roofing-\$5,969.48; #7-Richland Group Inc.-\$5,400; Comstock Const.-\$7,200; #8-F-M Flooring-\$12,300; Valley Flooring-\$9,160; #9-Comstock Const.-\$4,200; #10-Valley Flooring-\$3,073.95; Comstock Const.-\$3,100; #11-Advance Elevator-\$41,400; Dakota Elevator-\$50,014 and Lagerquist Elevator-\$53,300. Total bid package without mechanical and electrical is \$290,830.95. Reject all bids. (Smith/Coleman - Discussion - If all bids are rejected, the entire bidding process would have to start at the beginning. Consider accepting low bids in each package and negotiate with other contractors.) Mr. Bjore agreed to contact the various bidders for further information and meet with the commission on September 23, 1998 at 9:00 a.m. Rescind motion and second.

Approve September 1, 1998 minutes as corrected. (Smith/Wehlender, unanimous)

Approve payment of the following bills and September payroll in the sum of \$61,425.81. (Wehlender/Coleman, unanimous)

Social Service Expenditures		2537.32
34980 Air Touch	Cell phone	32.19
34981 Airport Int'l Inn	Lodging	116.85
34982 Roslyn Amerman	Painting stage	265.00
34983 Amoco	Gas	86.56
34984 Elaine Anderson	Travel	50.00
34985 A T & T	Phone calls	40.55
34986 B & K Electric	Fairgrounds electrical	1112.53
34987 Barnes Co. Corr. Facility	Prisoner Board	585.00
34988 Berube	Car repairs	144.90
34989 Buhl's	Cleaning Service	109.26
34990 Burnie's	Binder	225.43
34991 Michael Carter	Coroner travel	15.00
34992 Case & Bopp Law Office	Rent and phone	411.98
34993 Chunky's Standard	Car service & tires	296.00
34994 Lysle Coleman	Travel	69.50
34995 Comfort Inn	Lodging	68.00
34996 Dacotah Paper	Supplies	31.01
34997 Dahlstrom Funeral Home	Transportation	252.20
34998 Damark Int'l Inc.	DARE & equipment	436.91
34999 Diversified Comm.	Phone repair	210.50
35001 Farm & Home Publishers	28 directories	458.00
35002 Forman Drug	Supplies	17.17
35003 Forman Auto Parts	Repairs	210.60
35004 Gall's Inc.	Equipment	92.96
35005 Gant's LE Equipment	Uniform	59.95
35006 Haroldson Office Supply	Supplies	64.30
35007 Hardware Hank	Supplies	178.21
35008 Gina Hillestad	Travel	45.00
35009 ISD	56K connection	134.49
35010 J & M Printing	Envelopes	34.50
35011 Jim's Oil	Service	61.85
35012 Lexis Law Publishing	NDCC	86.23
35013 Marshal & Swift	Service	239.95
35014 Martinsen Home Center	Repairs	413.48

35016	McKeever's Super Valu	HBA	32.50
35017	Microage Computer	Service Labor	402.84
35018	Minn-kota Communications	Radio repairs	244.70
35019	Larry Nelson	Labor	280.00
35020	NDACO	Registration	280.00
35021	Officeland	Supplies	24.77
35022	Quill Corp	Labels	26.97
35023	Rhodes, Shanley & Assoc.	Job Classifications	552.59
35024	Richland Co. Corrections	Prisoner Board	360.00
35025	SEL Lumber Inc.	Siding and repairs	971.55
35026	Streicher's	Equipment	131.00
35027	Teller	Publishing	574.18
35028	Viking Office Products	Paper	85.40
35029	Welton's Tire Service	Alignment	29.95
35030	Steven Wyum	Travel	327.25
35031	Farmers Union Oil	Gas & repairs	574.62
35032	A W Diesel Service	Repairs	87.69
35033	Bernard Mahrer Const.	Oil mix & pea rock	19240.16
35034	Christianson Asphalt	MC-800 asphalt	9191.49
35035	Construction Bulletin	Advertising	145.00
35036	Crandall Const.	Gravel, rock, clay, rip-rap	24730.14
35036	Crandall Const.	Equipment rental # 1	27112.50
35037	Fargo Tire Service	Tires	1655.40
35038	Farm Plan	Repairs	86.18
35039	Gutzmer Const. Inc.	Cold mix	411.25
35040	Interstate Eng. Inc.	Eng.-# 3,4,5	39170.56
35041	Johnston Fargo Culvert	Culverts	3595.32
35042	Leroy's Repair	Tire repair	7.00
35043	Nelson International	Repairs	44.53
35044	Roadway Services Inc.	#10 & #12 crack sealing	11758.12
35045	Dacotah Paper	Batteries	3.37
35046	Leslie J. Bjore	Architect-Elevator	7869.36
35047	Classic Promotion	DARE	255.80
35048	Cloverdale Meats	DARE	52.00
35049	DARE America Merchandise	DARE	338.32
35050	Dickey Rural Telephone	911	414.50
35051	First Nat'l Ins. Agency	Premium	73.00
35053	Midwest Testing Lab Inc.	Co. # 4 testing	2070.58
35054	NDDHS	SPED, MA, FC	1555.44
35056	NDSU	Paper	8.00
37057	R & T Specialty	DARE	196.56
35058	Tee's Plus	DARE	133.33
35059	Treadway Graphics	DARE	152.64
35060	US West Communications	911	298.08

Meeting adjourned at 4:35 p.m.


BETTY HEWITT - CHAIRMAN

ATTEST:


SHERRY HOSFORD AUDITOR

Forman, North Dakota
September 23, 1998

The Sargent County Board of Commissioners met at 8:15 with the following present: Betty Hewitt, Don Wehlender, Lysle Coleman, Steven Wyum, and Bill Smith. Absent none. Also present: Lyle Bopp

Michael Carter arrived at the meeting to discuss concerns of the commission. He explained use of the coroner call letters and filing reports. Michael stated that he feels many people are dissatisfied with his performance and he was not trained for the position. He presented his letter of resignation as county coroner effective immediately. Accept resignation and advertise position. (Wyum/Smith, unanimous) Mr. Carter will be instructed to deliver files, paperwork, pager, kits and other materials to the States Attorney's Office.

Michael Carter - Coroner
resignation
EMT - resignation

Michael Carter also resigned as EMT Coordinator for the Forman Ambulance. He will be meeting with the Forman Ambulance Board on Thursday evening. Mr. Carter stated several reasons for the resignation and suggestions for the future of the ambulance.

Les Bjore, Architect, reviewed several engineering value deducts on the handicapped facility bids that were opened September 15, 1998. The Board discussed the various deducts and agreed on \$12,400 total deducts. Accept the bid packages for construction of an elevator for Handicapped Accessibility totaling \$325,112.45 to maintain and improve service to the public into the next millenium. (Smith/Wyum. Voting aye: Smith, Wyum, and Hewitt. Voting nay: Wehlender, Coleman. Motion carried)

Handicapped Accessi-
bility addition -
\$325,112.45 accept
bids (see 10-6-98
minutes for addendum)

Approve standard Form of Agreement between Owner and Construction Manager for Handicapped Accessibility Project that includes an elevator and stair tower addition and some minor remodeling to existing spaces. (Wehlender/Wyum, unanimous)

Construction Manager
agreement

Gina Hillestad, representing the Forman Community Club asked the Board for approval to purchase two banners to hang in front of the courthouse. Cost is \$85 each. Approve purchase. (Smith/Wyum, unanimous)

Banners for front
of courthouse

The Board discussed the 1999 budget with Gina regarding the Deputy Treasurer working in the Clerk of Courts Office. Patty Carlen asked for more time because she handles two offices. Several suggestions were made and each office will work on better communications and scheduling.

Treasurer & Clerk of
Court office staff
discussion

\$3540 to sandblast, prime & paint coal bin, trailer & auger

Orville and Lance Erickson met with the Board with a bid to sandblast, prime and paint the coal bin, black trailer and unloading auger for \$3,540. Paint will match courthouse exterior. Approve project to be completed before October 1, 1998. (Wyum/Wehlander, unanimous)

Forman Ambulance personnel

Dan Fawcett and Lonnie Gold, Forman Ambulance Board members, met with the Board to discuss Michael Carter's letter of resignation. They will meet with Mr. Carter on Thursday night and report back to this Board.

Sheriff's Office corrective action as per 1997 state audit

Chuck Gates met to discuss the recommendation from the State Auditor's Office. His office is making changes as per the suggestion on the 1997 audit. Also discussed the \$42,000 equipment line item on the 1999 budget.

Road improvements estimated \$2,095,000

The Board discussed road repairs and prepared a list for NDDOT for of various roadways that will be improved. Estimated total for improvements is \$2,095,000.

Meeting adjourned at 4:00 p.m.

BETTY HEWITT, CHAIRMAN

ATTEST:

SHERRY HOSFORD, AUDITOR

SPECIAL MEETING

Forman, North Dakota
October 1, 1998

The Sargent County Board of Commissioners called a special meeting at 6:00 p.m. in DeLamere, ND. The following were present: Betty Hewitt, Don Wehlander, Lysle Coleman, Bill Smith and Steve Wyum.

Mechanical & Electrical bids for elevator add.

The Board received information on the Mechanical and Electrical Bids that were opened on September 29, 1998 for the Handicapped Accessibility addition to the courthouse.

Estimates for both bids were \$15,000 and the bids received on 9-29-98 totaled \$31,100. The Board is very concerned about the inaccuracy of the estimates and the difference of \$16,100.

The bids can be rejected and re-bid, some deducts taken to decrease the bid or accept the bids as presented.

Schedule meeting with Les Bjore to discuss inaccuracy of bids.

Delay construction until the Board meets with Mr. Bjore on October 6, 1998 at 11:30.

Meeting adjourned.

BETTY HEWITT, CHAIRMAN

ATTEST:

SHERRY HOSFORD, COUNTY AUDITOR

Forman, North Dakota
October 6, 1998

The Sargent County Board of Commissioners met at 9:00 a.m. with the following present: Betty Hewitt, Bill Smith, Steve Wyum, Don Wehlander, and Lysle Coleman. Absent none.

Approve minutes of last meetings and financial report. (Smith/Wehlander, unanimous)

MULTI-HAZARD MITIGATION PLAN THRU EMS

Sandra Hanson, EMS, informed the Board that the ND Division of Emergency Management would work with Sargent County to develop an effective Multi-Hazard Mitigation Plan. This will form a disaster prevention program and dwell mainly on areas that are flooded. The interest is for public entities, not private and they will prioritize our hazards. She also reported that the Master Plan for Crooked Creek is waiting for additional information. The deadline is 12-29-98. Forman City is proceeding with their portion of the application.

DSR DOCUMENTATION FROM TWPS FOR AUDIT

The Board discussed the 1997 state audit report and asked Sandy to obtain proper documentation for all DSR's and only authorize payments to townships after proper documentation has been received.

The Board proceeded to hold a public hearing on the 1999 County Budget

RESOLUTION NO. 1

Smith offered the following resolution and moved its adoption, seconded by Wehlander:

1999 BUDGET

WHEREAS, it is the duty of the Board to make appropriations for the current year beginning January 1, 1999 and ending December 31, 1999, of money in specific amounts for all offices, officials, improvements, roads, bridges, etc., which are supported wholly or in part by the county,

NOW THEREFORE BE IT RESOLVED, that the Sargent County commission approve and adopt the 1999 Budget.

Voting aye: All

Voting nay: None

Resolution was adopted.

	GENERAL FUND	SPECIAL REVENUE FUNDS	TOTAL ALL FUNDS
BUDGET REQUEST	649,335	4,144,876	4,794,211
CASH RESERVE	<u>184,315</u>	<u>510,210</u>	<u>694,525</u>
SUBTOTAL	\$833,650	\$4,655,086	\$5,488,736
DECEMBER 31, 1998 ESTIMATED BALANCE	290,250	2,600,828	2,891,078
ESTIMATED REVENUE	<u>178,900</u>	<u>1,183,168</u>	<u>1,362,068</u>
TOTAL RESOURCES	\$469,150	\$3,783,996	\$4,253,146
LEVY REQUIRED	364,500	871,090	\$1,235,590
ALLOWANCE FOR DELINQUENT TAX COLLECTIONS	<u>15,000</u>	<u>35,050</u>	<u>50,050</u>
TOTAL AMOUNT LEVIED	\$379,500	\$906,140	\$1,285,640

	1998 BUDGET APPROPRIATION	1999 BUDGET REQUEST
GENERAL GOVERNMENT:		
County Board	42,605	43,883
Board Travel	6,000	6,000
County Auditor	53,228	52,352
County Treasurer	45,160	46,717
State's Attorney	43,340	47,249
Register of Deeds/Clk of Court	58,254	70,006
Tax Director	21,628	21,979
Custodians	22,098	22,760
Contingency		15,000
Electricity	6,000	6,000
Telephone	5,000	5,500
Water, Sewer & Garbage	1,500	1,500
Coal	4,500	5,000
Office Supplies	1,000	2,000
Printing & Books	5,000	5,000
Postage	7,000	8,000
Buildings & Grounds	20,000	23,000
Furniture & Equipment	7,000	8,000
Radio Repairs	2,000	2,000
Computer Programs & Supplies	7,000	15,000
Copier Supplies & Maint.	5,000	5,000
Elections	30,000	1,000
Audit Fees	4,000	4,500
Cost Allocation Fee	3,400	2,000
Worker's Compensation	23,000	23,000
Unemployment Comp.	2,000	2,000
Parole & Probation	3,600	3,600
Fairgrounds	7,000	5,000
Miscellaneous	1,000	1,000
FEMA Disaster		3,000
Planning & Zoning	2,500	1,000
Continuing Education	2,000	2,000
Solid Waste Board	500	500
County Car	1,000	1,500
Safety Coordinator	1,000	1,000
Estate Tax Improvements	98,000	0
Main Street Building	1,000	3,000
Job Descriptions	<u>10,000</u>	<u>4,000</u>
TOTAL GENERAL GOVERNMENT	553,313	470,046
PUBLIC SAFETY:		
County Sheriff	140,974	169,454
County Coroner	2,200	2,200
Emergency Management Serv.	<u>7,180</u>	<u>7,635</u>
TOTAL PUBLIC SAFETY	150,354	179,289
TOTAL GENERAL FUND	\$703,667	649,335

	1998 BUDGET APPROPRIATION	1999 BUDGET REQUEST
SPECIAL REVENUE FUNDS:		
Advertising	6,200	6,600
Extension Service	39,398	40,014
Emergency	125,000	125,000
County Park Board	24,050	22,450
County Road	536,938	555,089
Federal Aid Road	350,000	380,000
Bond Issue	78,143	65,800
911	28,626	42,770
Social Security	83,500	89,000
Veteran's Service Officer	8,864	9,387
1985 CDBG/Heimbuch	26,000	27,000
1995 CDBG/Gibbon	5,400	5,400
Insurance Reserve	34,000	35,700
Comp. Medical Insurance	56,825	64,925
Gaming Fund-Sheriff's Dept.	8,000	8,000
Weed Control	77,000	82,000
Drains	96,500	122,400
Human Service	274,945	261,165
Historical Society	3,500	4,200
Senior Citizens	17,000	17,000
Airport Authority	5,500	6,000
Estate Tax Expenditures	1,600,000	1,700,000
County Health	48,441	46,552
Donations	10,000	11,283
State Aid	5,322	5,568
Maternal Child Health	7,505	7,033
WIC	15,560	15,955
IAP	1,101	460
REGVCS	0	8,950
RADON	0	1,360
EPSDT	<u>2,084</u>	<u>5,465</u>
TOTAL SPECIAL REVENUE FUNDS	\$3,575,402	\$3,772,526
TRUST AND AGENCY FUNDS:		
County Ambulance	83,909	65,000
County Fair	8,700	8,700
Water Resource	391,600	268,650
Garrison Diversion District	11,500	12,000
Red River Joint Water Board	6,000	6,000
State Taxes	<u>11,500</u>	<u>12,000</u>
TOTAL TRUST AND AGENCY FUNDS	\$ 513,209	\$372,350
TOTAL COUNTY FUNDS	\$4,792,278	\$4,794,211

RESOLUTION NO. 2

Coleman offered the following resolution and moved its adoption, seconded by Wehlander:

WHEREAS, the Lake Agassiz Regional Council strives to assist in the planning and economic development of Sargent County and Lake Agassiz Regional Council as a whole, and

WHEREAS, planning and economic development are the objectives of the Board of Commissioners of Sargent County,

NOW THEREFORE BE IT RESOLVED, that Sargent County approves and supports the planning and economic development program and budget of the Lake Agassiz Regional Council during Fiscal Year 1999 in the amount of \$1500.

Voting aye: All

Voting nay: None

Resolution was adopted.

LAKE AGASSIZ REGIONAL
COUNCIL RESOLUTION
FOR 1999

DUANE E JOHNSON
ABATEMENT-GWINNER CITY

The Board conducted a hearing for Duane E. Johnson on Lots 3 & 4, Block 7, Original Addition, Gwinner City. Reject application based on improper filing procedures. (Wyum/Wehlander, unanimous)

TEWAUKON REFUGE -
LAND ACQUISITION

Sandra Siekaniec, Tewaukon Refuge Manager, met to discuss new land acquisitions by US Fish & Wildlife. She presented information concerning caps for acreage's in the county, FSA loan foreclosure as it relates to transfer of property to USFW and information on the supplemental Refuge Revenue Sharing payment. The Board is concerned that future tax deficits would not meet the present formula for supplemental Refuge Revenue Sharing payments. On the state level, schools and townships share the money 75% and 25% respectively. On the federal level, payment in lieu of taxes is computed that 1/4 of 1% of the appraised value of Service lands are paid to the counties. The Board felt this should be changed to pay 100% of the taxes. Send letters to the congressional delegation expressing concern of this formula of USFW land and request legislation to change the current formula to 100%. (Wehlander/Wyum, unanimous)

HANDICAPPED ACCESSIBILITY
PROJECT

Les Bjore, Architect/Construction Manager, Handicapped Accessibility for the courthouse, met with the Board to discuss the difference between the estimate and actual bid for the electrical contract. He said the electrical engineer did not consider all aspects of the project and the estimate was too low. He suggested some deducts for the electrical bid that would not affect the overall project.

The Board asked Mr. Bjore if he was comfortable doing the project this time of the year and he felt it would be better now than to wait until spring because of other projects and the cost would more than likely increase. He also mentioned a change order to move the cable for the computer and telephone system. He did not have an estimate for said change.

HANDICAPPED ACCESS-
IBILITY PROJECT

The Board recessed for lunch.

Travis Paeper, President, Sargent County Personnel Board, informed the Board that the Board met on 9-24-98 to elect officers and terms. Travis received a 1-year term; Sparky Engquist, vice-president-2 year term; Darlene Colbert, secretary-4 year term; Gina Hillestad-3 year term. Other members are Steve Wyum, Commissioner and Lyle Bopp, States Attorney (Advisory capacity) The next meeting is 11-9-98 at 3:00 p.m. Information will be sent out to employees with the October payroll.

SC PERSONNEL BOARD
REPORT

Les Bjore returned to the meeting. Approve additional \$8700 to the original motion to construct handicapped accessibility to the courthouse. (Wehlander/Coleman, unanimous) Construction will begin October 12, 1998.

ADDITIONAL \$8700 for
HANDICAPPED ACCESS-
IBILITY PROJECT

Approve Contractor Agreement with Comstock Construction, Inc., Wahpeton, ND for Bid Package #1-\$12,000 and Bid Package #9-\$4,200. (Wyum/Wehlander, unanimous)

COMSTOCK CONST.
CONTRACTOR AGREEMENT

Approve Richland-Wahpeton Law Enforcement Contract for Board of Prisoners at a rate of \$40 on a per prisoner per day basis. (Smith/Wyum, unanimous)

RICHLAND-WAHPETON LEC
AGREEMENT

Approve cost share for the following culverts in Dunbar Township: 48-inch between Sections 30/32; 32/33 and southeast edge of 33 and 36-inch on the southwest edge of 33 in concurrence with the Water Board. (Smith/Coleman, unanimous)

DUNBAR TWP CULVERT
COST SHARE

Randy Pope and Damon DeVillers, Interstate Engineering, Inc. and Sparky Engquist arrived at the meeting to review the 2000-2001 County Federal Aid Program. Projects include areas of County # 1,4,10 & 14 and Bridge 132-10. Approve projects and submit to NDDOT. (Wyum/Coleman, unanimous)

2000-2001 COUNTY FAS
PROGRAM

Randy updated the Board on the County # 4 ER project. The contractor will not complete the project by 10-10-98 and it will cost the county between \$10,000 and \$15,000.

CO # 4 ER PROJECT

Approve games of Chance No. 98-05 to Tewaukon Rod & Gun Club for a raffle on 10-10-98 and ask that they apply earlier for future permits. (Smith/Wehlander, unanimous)

GOC NO. 98-05

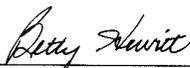
Appoint Bonnie Anderson, Rutland, as a delegate to the North Dakota State Fair Board. Smith/Coleman, unanimous)

BONNIE ANDERSON -
ND STATE FAIR DELEGATE

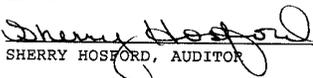
Discussed the Coroner position and Lorraine Jacobson, Milnor is interested. Schedule an interview for the next meeting.

CORONER POSITION

Meeting adjourned at 4:30 p.m.


BETTY HEWITT, CHAIRMAN

ATTEST:


SHERRY HOSFORD, AUDITOR

Forman, North Dakota
October 20, 1998

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: Betty Hewitt, Lysle Coleman, Bill Smith, Don Wehlander and Steve Wyum. Absent none.

Bill Smith expressed congratulations to Betty Hewitt for her work and dedication in organizing the Sister County Celebration. Radoy County, Norway became a sister county of Sargent County on October 10, 1998 with a public ceremony on the courthouse lawn. Speeches, musical performance by the Manger Band and shared meals officially inaugurated the two counties. Approximately 150 people attended the celebration, including 60 people from Norway.

SISTER COUNTY
CELEBRATION

Lorraine Jacobson, Milnor, discussed the county coroner position and interviewed with the Board. Lyle Bopp arrived at the meeting. Lyle explained the duties, procedures and paper work involved with the coroner's office. Ms. Jacobson is interested in forensic medicine and has observed and assisted in post-mortem exams. Her current job would not prohibit her from performing the duties of coroner. Hire Lorraine Jacobson as County Coroner for a term ending December 31, 2000. (Smith/Wyum, unanimous)

LORRAINE JACOBSON,
COUNTY CORONER

Sandy Hanson, Emergency Manger, asked the Board to approve the Local Emergency Management EMA Funding Request for 1999. Tentative EMA request amount is \$3,995.13. Approve request. (Wyum/Wehlander, unanimous)

EMERGENCY MANAGEMENT
FUNDING FOR 1999

Gina Hillestad distributed copies of the Job Classification and Pay Plan as prepared by Rhodes, Shanley & Associates. She reviewed the report with the Board. Adopt the Sargent County Job Classification Plan as submitted by RS & Assoc. (Wyum/Coleman, unanimous) The Board will study the pay plan proposal further before making any decisions.

JOB CLASSIFICATION
ADOPTION

Forman City approved abatements on 3 mobile homes for Con Colby that were flooded this spring. The mobile homes are identified as # 135, 139, and 154. Concur with city approval. (Smith/Wyum, unanimous)

CON COLBY MOBILE
HOME ABATEMENTS

Approve minutes of the 10-6-98 meeting. (Smith/Wyum, unanimous)

Norm Preble, Tax Director, met with the Board to assist with appraising the County Lands and Lots that have been forfeited to the County for non-payment of taxes. On motion, said appraisals were approved in the amounts shown on a list, which will be posted at the front door of the Courthouse on November 3, 1998. According to law, the time of hearing objections to the minimum sales price agreed upon was set for 10:00 a.m. on November 3rd. (Wehlander/Coleman, unanimous)

APPRAISAL OF COUNTY
LANDS

Reviewed the Internet/E-Mail Policy for Sargent County as prepared. Approve revision. (Wyum/Wehlander, unanimous)

INTERNET/E-MAIL
POLICY ADOPTION

Instruct County Auditor to advertise for engineering services for Bridge No. 132-10 that is listed with the Bridge Replacement Program for federal funding.

BRIDGE 132-10 ENG.
SOLICITATION

Approve cost share of 2 36-inch culverts between Section 30/31 in Dunbar Township as per Water Board recommendation. (Smith/Wehlander, unanimous)

DUNBAR TWP CULVERT
COST SHARE

Sparky Engquist met with the Board to discuss road projects. He has several projects planned before freeze-up. He will hire additional trucks to haul hot mix for some repairs. The project on Co. # 1 is near completion and culverts were placed as follows: Between Section 14/23 • 2 approaches with 30-inch culverts; between 23/24 • 36-inch culvert; South side of Section 24 in an approach • 36-inch culvert and on Co. # 10A, south of intersection • 54-inch culvert. These were sized and approved by the Water Board.

ROAD DEPT

CO # 1 - DUNBAR TWP
CULVERT PLACEMENT

Approve payment of the following bills and October payroll in the sum of \$64,834.31. (Coleman/Wyum, unanimous)

35127 City of Forman	Water, sewer & garbage	218.15
35190 Bert Siemieniowski	Lunch	694.00
Social Service Expenses		6527.40
35213 K & L Sandblasting	Blast, prime, paint coal bin	3540.00
35214 Air Touch Cellular	Cell phone	40.89
35215 Amoco	Travel	61.63
35216 A T & T	LD Phone service	52.43
35217 Berube's	Car repairs	51.45
35218 Buhl's	Cleaning service	155.82
35219 Burnie's	Tax list sheets	453.12
35220 Capital Trophy	Notary pads	38.50
35221 Chunky's Standard	Car service	26.00
35222 Coast to Coast	Padlock	7.69
35223 Comfort Inn	Lodging	68.00
35224 Dacotah Paper	Supplies	21.83
35225 Dakota Program	Software Mtc.	2000.00
35226 Dickey Rural Comm.	Phone service	544.20
35227 Doublewood Inn	Lodging	78.00
35228 Election Systems	Ballots	1292.90
35229 Farmers Union Oil	Gas, propane & repairs	690.84
35230 City of Forman	Garbage bags	250.00
35231 Forman Drug	Supplies	22.08
35232 Gall's Inc.	Insignia	67.96
35233 Globe Gazette	Leather tabs	86.88
35234 Haroldson Office	Supplies	13.69
35235 Hardware Hank	Supplies	129.96
35236 Gina Hillestad	Travel	100.00
35237 Sherry Hosford	Travel	76.45
35238 Al Illies	Pump out tank	75.00
35239 Interstate Supply Co.	Uniforms	60.92
35240 ISD	56K Connection	131.13
35241 J & M Printing	Printing	70.35
35242 Jacobson Plumbing	Charge 2 air conditioners	100.00
35243 Jerry's Backhoe Service	Water leak at fairgrounds	53.00
34244 Kwik Stop	Gas	7.97
35245 Lisbon Medical Center	Blood alcohol's	58.00
35246 Martinsen's Home Center	Fairground repairs	580.37
35247 Martinsen's Home Center	Repairs	10.36
35248 McKeever's Super Valu	Supplies	45.27
35249 MicroAge Computer Ctr	Deskpro computer & service	2802.49
35250 Larry Nelson	Labor	560.00
35251 Dept. of Corrections	Parole & Probation	900.00
35252 MD State Radio Comm.	Teletype & 911	1435.20
35253 Oakes Community Hosp.	Blood alcohol's	73.40
35254 Officeland	Supplies	94.82
35255 Prosource	Appraisal class	175.00
35256 Reardon Office	Repairs	3.36
35257 Rhodes, Shanley & Assoc.	Job Description	1500.00
352258 Richland Co. Corr.	Prisoner Board	600.00
35259 SC District Health	Flu shots	10.00
35260 Teller	Publishing fees	528.01
35262 Universal Services	Ribbons	50.00
35263 US Link	LD Phone calls	353.71
35264 Viking Office	Supplies	69.43
35265 West Side Body Shop	Transporting vehicles	132.00
35266 White Banner	Uniforms	207.00
35267 Bear Creek Gravel	Hauling asphalt	1550.00
35268 Bernard Mahrer Const.	Gravel, rock, blade, oil	60931.90
35269 Christianson Asphalt	5958 gals MC-800	4187.66
35270 Crandall Construction	Gravel, scraper, grader & dozer	31638.50
35271 Dyste's	Supplies	43.83

35272 Economy Oil Co.	Fuel & Gas	1859.31
35273 Forman Auto Parts	Repairs	116.23
35274 Johnston Fargo Culv.	Culverts	7714.30
35275 Minn-kota Comm.	2 adapters	28.00
35276 Ray-Mac Inc.	Repairs	149.56
35277 RDO Equipment	Repairs	815.60
35278 Rutland Oil Co.	Fuel	62.85
35279 Les Bjore	Architect	2213.53
35280 Country Suites	Lodging	78.00
35281 Dickey Rural Telephone	911	394.50
35282 Interstate Engineering	Eng. services CER 4111(57 &58)	36626.88
35282 Lisa's Class Design	Plaque	63.25
35284 Master Bread	Buns	13.41
35285 McLaen Service	Repairs DARE car	654.73
35286 NDDHS	MA & FC	1078.91
35288 Oakes Times	Advertising	186.30
35289 Office Max	Name tags	27.99
35290 Norm Preble	Travel	50.00
35291 Julie Qual	Travel	69.60
35292 Ransom Co. Gazette	Advertising	192.38
35293 Donna Reinertson	Banners for Norwegian Day	345.00
35295 US West Communications	911	298.08
35296 Waloch Café	Pies for Norwegian Day	204.00
35297 Minn-kota Comm.	Radio rental/coroner's office	78.22

Meeting adjourned at 3:20 p.m.


BETTY HEWITT, CHAIRMAN

ATTEST:


SHERRY HOSFORD, AUDITOR

FORMAN, NORTH DAKOTA
NOVEMBER 3, 1998

The Sargent County Board of Commissioners met at 9:30 a.m. with the following present: Bill Smith, Lysle Coleman, Betty Hewitt, Steve Wyum, and Don Wehlander. Absent none.

MULTIFAMILY HOUSING REVENUE BONDS (HENDRICKS APTS)

Mike Manstrom, Nodak Bonds, representing Richland County, met with the Board to discuss documents concerning the Multifamily Housing Revenue Bonds. Mr. Manstrom explained the reason for Richland County and Sargent County conducting the public hearing on these bonds. The project will acquire and rehabilitate 26 housing units in Sargent County. The cities will be contacted and a public hearing will be conducted on November 17, 1998 at 10:30 a.m. to receive any objections to the issuance of said bonds.

AMBULANCE STORAGE

Bob Cookson, Forman City Mayor, stopped at the meeting and is not aware of the sale of bonds discussed with Mr. Manstrom. He is interested in receiving copies of the proposal.

HEARING ON MINIMUM SALES PRICE FOR LAND

The Board proceeded to conduct a hearing on minimum sales price for land forfeited to the county for non-payment of taxes. No one was present. The sales prices and the properties for sale shall be published under NOTICE OF SALE OF REAL ESTATE FORFEITED TO THE COUNTY FOR DELINQUENT TAXES.

BETTY HEWITT, COUNTY CANVASS BOARD

Appoint Betty Hewitt to the County Canvass Board. (Smith/Wehlander, unanimous)

Bill Smith left the meeting at 10:15 to attend a funeral.

RISK MANAGEMENT ANNUAL REVIEW
5% DISCOUNT

Gina Hillestad reviewed the results of the Risk Management Program Annual Review. The review addresses the elements of the program that require completion to qualify for the premium discount. The loss prevention specialist recommended approval of the 5% discount payment.

PAY PLAN PROPOSAL

The Board discussed the proposed pay plan presented in conjunction with the job descriptions. Gina reviewed several proposals and ideas for implementation of the plan. The Board instructed her to prepare some numbers for the next meeting that they will consider.

HARLAN KLEFSTAD ABATEMENT

The Board conducted a hearing on an abatement for Harlan Klefstad on the SE1/4-2-130-57 for 1997 taxes. The Sargent Township Board denied the abatement. Concur with township. (Wyum/Coleman, unanimous)

The Board recessed for lunch.

The Board reconvened with all members present.

ROAD PROJECTS FOR 1999-2001

Randy Pope, Damon DeVillers, and Sparky Engquist reviewed the 2000-2001 County Federal Aid Program presented by NDDOT. Some of the projects were omitted and Randy will contact NDDOT for a revision. The letting date on the projects will be March 12, 1999 and plans due to the state by 12-4-98. Also discussed status of County No. 4 project and claim submitted by American Contracting.

Authorize Chairman, Auditor, and States Attorney to sign the Maintenance Certification based on information received from the engineer and road supervisor. (Smith/Wehlander, unanimous) NDDOT MAINTENANCE CERTIFICATION

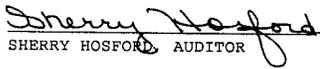
Forman Ambulance hired Donna Eklund, Forman as the new EMT/coordinator. She started on 11-1-98. DONNE EKLUND HIRED AS AMBULANCE EMT-FORMAN

Les Bjore met with the Board with an update on the handicapped accessibility project. Rain delayed the starting date one-week. After excavation, the contractor found an old cistern and septic tank. There were also some problems with the roof drains. All problems have been resolved and brickwork should begin in 2 weeks. HANDICAPPED ACCESSIBILITY

Approve contractor agreements for handicapped accessibility as follows: Bid Packages 3,4,7 • Richland Group, Inc. - \$181,900; #5 • Fransen & Olson Plaster - \$20,340; #6 • Pierce Roofing - \$4,957; #8 & 10 • Valley Flooring - \$12,233.95; #11 • Advance Elevator - \$41,400; #12 • Schmitt's Plumbing & Heating - \$8,200; #13 • Richland Electric - \$18,400. (Smith/Wyum, unanimous) CONTRACT AGREEMENTS FOR HANDICAPPED ACCESSIBILITY PROJECT

Meeting adjourned at 2:55 p.m.


BETTY HEWITT, CHAIRMAN

ATTEST:

SHERRY HOSFORD, AUDITOR

Forman, North Dakota
November 17, 1998

The Sargent County Board of Commissioners met at 9:00 a.m. with the following present: Betty Hewitt, Bill Smith, Lysle Coleman, Steve Wyum and Don Wehlander. Absent none.

The Board conducted an abatement hearing for Esperanza Suarez for a 1998 mobile home application. The City of Forman approved the application. Concur with city. (Smith/Wehlander, unanimous) SUAREZ MOBILE HOME ABATEMENT

The Board conducted an abatement hearing for Maria Chavez for a 1998 mobile home application. The City of Forman approved the application. Concur with city. (Smith/Wehlander, unanimous) CHAVEZ MOBILE HOME ABATEMENT

Reviewed Request for Proposal for Engineering Services on Bridge No. 132-10. Received proposals from Interstate Engineering, Inc. and Kadarmas, Lee and Jackson. Accept proposal from Kadarmas, Lee & Jackson. (Smith/Wehlander, unanimous) BRIDGE 132-10 ENG SERVICES - KADRMAS, LEE & JACKSON

The Board conducted a public hearing on a proposed project and the issuance of Multifamily Housing Revenue Bonds under the Municipal Industrial Development Act of 1955 (Birchwood Properties Limited Partnership Project). Leo Wegener and Bob Cookson were present. Placed calls to Richland County Commission, Mike Manstrom, NoDak Bonds, and James Stewart, Attorney at Law. Mr. Stewart answered several questions regarding existing contracts, proceeds of bonds being used for rehabilitation and principles in the Birchwood Partnership. Adopt resolution approving the issuance of Multifamily Housing Revenue Bonds under Chapter 40-57 N.D.C.C. and approving an Intergovernmental Agreement. (Wehlander/Coleman. Roll call: All ayes.) Hearing closed at 11:05 a.m. MIDA BONDS HEARING FOR MULTIFAMILY HOUSING REVENUE BONDS

Mr. Cookson reported on replacing a culvert west of Forman under the railroad tracks. A cement culvert has been filled and will be removed and replaced with a 36-inch culvert. FORMAN CITY RR CULVERT

Randy Pope, Damon DeVillers and Sparky Engquist arrived at the meeting. Three contracts were presented for the road projects. Approve Preliminary Engineering Services Agreement for projects located 5 mi. S. & 6 1/2 mi. E. of Gwinner; County 4, 4 1/2 mi. N. of Cogswell; County 4 near Cogswell for bituminous paving of grade raises. (Smith/Coleman, unanimous) Approve Agreement for Engineering Services at 10 1/2% for Bituminous surfacing and incidental items for 4 sites including 0.3 miles of SC # 1. 5.5 miles of # 4, 3 miles of # 10 and 1.5 miles of # 14. (Wyum/Wehlander, unanimous) Approve Agreement for Engineering Services negotiated at 6 1/2% for bituminous surfacing and incidental items on 4.3 miles of # 10 from ND 13 South and 4.0 miles of # 10 from # 3 south to # 5. (Smith/Wyum, unanimous) The engineers will present final plans at the next meeting. 1999 ROAD PROJECTS
ENG SERVICE CONTRACT

The Annual Tax Sale was conducted at 1:00 p.m. No one appeared at the sale. Approve County Deed to Cogswell City for All of Block 38, Auditor's Plat, Cogswell City for \$1.00 plus special assessments. (Wehlander/Wyum, unanimous) ANNUAL TAX SALE

Sandy Hanson, 911 coordinator, discussed Section 57-40.6-02(3) of N.D.C.C. The law states that if the 911 tax authorized by this section is approved by the electors, the tax may be reimposed for six years without resubmitting the question to the electors. Approve reimposing 911 tax retroactive September 1998 through 2004. (Smith/Wehlander, unanimous) 911 REIMPOSE TAX THROUGH 2004

Approve minutes and financial statement. (Coleman/Wehlander, unanimous)

Office of Intergovernmental Assistance informed the Board that they have agreed to allow the County to defer the payment of Heimbuch Farms. Heimbuch is to begin making monthly payments of \$2943.14 on January 2, 1999. The 3 years of payments that have not been made will be added to the term of the loan and interest that has accrued will be added to the loan and amortized over the remaining term of the loan. The first payment due from the County to OIA is 1-2-2000.

OIA - HEIMBUCH EXT.
\$2943.14/MO

RUTLAND TWP CULVERT

Approve 1/3 cost share on a 48-inch culvert for Rutland Township. (Wyum/Wehlander, unanimous)

1999 BEER & LIQUOR
LICENSES

Approve 1999 Beer & Liquor licenses to the following businesses: Connie Fabian, Crete Bar, Crete, ND; Todd Goolsbey and Nancy Prante, North Forty, Inc., DeLamere, ND; and Stanley Ritzman, Geneseo Bar, Geneseo, ND. (Wehlander/Smith, unanimous)

1998-1999 SNOW ROUTES

Sparky Engquist met with the Board and presented 1998-1999 snow routes and explained rotation for clearing roads after snow. Each commissioner received a map with the routes designated. Sparky explained problem with Co. # 3 by Jensen Slough and repairs should be finished today. The Board recommended that he wait on installing the culvert on Co. # 3 just west of ND 32 until spring and to move

ROAD DEPT.

the culverts to higher ground. The access roads west of the dam at Silver Lake need culverts. Sparky will deliver the culverts, refuge personnel will mark location for placement and Sparky will contact a contractor to install. Talked about extra culverts in the ditch by Cogswell and decided to order new culverts as needed.

Lyle Bopp arrived at the meeting

HOLIDAY PAY

Sparky asked about additional pay for road employees when they work on a holiday. After much discussion agreed to revise the Personnel Policy as follows: Section 305 - paragraph six: If an eligible employee works on a recognized holiday, he or she will receive wages at his or her straight time base pay rate for the hours worked on the holiday for the first 8 hours worked on that holiday and double the base rate pay for time worked over eight hours on that holiday. Approve revision effective November 1, 1998. (Wyum/Coleman. Voting aye: Wyum, Wehlander, and Coleman. Voting nay: Smith. Not voting Hewitt. Motion carried.)

BID FOR 2 PATROL
VEHICLES

Instruct the County Auditor to call for bids for 2 new full size patrol vehicles equipped as follows: 4 door sedan with police package, white in color, including all equipment listed on file in the Office of the County Auditor. Bidder may also submit an optional bid straight out or with trade of a 1995 or 1996 Ford Crown Victoria. Bids shall be opened December 15, 1998 at 10:00 a.m. (Coleman/Wyum, unanimous)

1998 GENERAL ELECTION
RESULTS

The results of the 1998 General Election for county offices is as follows: County Commissioner District # 1 - Steven Wyum; County Commissioner District # 3 - Bill Smith; County Commissioner District # 5 - Ray Brockman; County Auditor - Sherry Hosford; County Register of Deeds - Patricia J. Carlen; County Treasurer - Gina Hillestad; County State's Attorney - Lyle R. Bopp; County Sheriff - Charles W. Gates; Official County Newspaper - The Teller; Wild Rice Soil Conservation District Supervisor - Joe Breker.

PERMIT NO 98-06

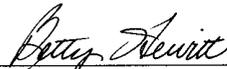
Approve permit No. 98-06 to the DeLamere Community Hall for Bingo on November 21, 1998 and March 27, 1999. (Coleman/Smith, unanimous)

Approve payment of the following bills and payroll in the sum of \$66,060.54. (Coleman/Smith, unanimous)

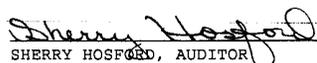
35339 Bond Registrars Inc.	Interest payment	11187.25
35340 Forman City	Water, sewer & garbage	122.15
Social Service expenditures		4016.88
35435 Arrowhead Transport Inc.	Loader work	601.20
35436 B & M Tire Repair	Tires	250.00
35437 Bear Creek Gravel	Gravel	691.56
35438 Bernard Mahrer Const.	Road work	12923.75
35439 CAMAS Minndak Inc.	Primer/No. 1	3150.00
35440 Christianson Asphalt	Crete road repairs	13882.33
35441 Crandall Construction	Road Work	8683.90
35442 Forman Auto Parts	Repairs	70.88
35443 Gutzmer Const. Inc.	Sand	358.88
35444 The Home Shop	Fire Ext.	38.75
35445 Johnston Fargo Culvert	Culverts	9520.55
35446 Martin Const. Inc.	Co. # 3 west of 32	8000.00
35447 RDO	Repairs	257.92
35448 Les Bjore	Construction Mgt. Services	1979.76
35449 Dickey Rural Telephone	911 service	430.50
35450 First National Ins.	Builder's Risk policy	1526.25
35451 Julie Hassebroek	Travel	204.25
35452 ND Dept. of HS	MA & FC	1075.94
35453 Northern Escrow Inc.	Elevator	27990.00
35455 Julie Qual	Travel	46.00
35456 Richland Electric	Elevator	1700.00
35457 Schmitt's Plumbing	Elevator	2500.00
35458 Viking Office Products	Paper	7.49
35459 Airtouch Cellular	Car phone	32.19
35460 Amoco	Gas	22.14
35461 AT & T	Phone calls	81.80
35462 Barnes Co. Corrections	Prisoner Board	90.00
35463 Buhl's	Cleaning Service	97.18
35464 Cass Co. Juvenile Ctr	2 days	120.00
35465 Case & Bopp Law	Rent & phone	411.98
35466 Chunky's Standard	Car Service	33.00
35467 Lysle Coleman	Travel	156.00
35468 Dacotah Paper Co.	Supplies	38.56
35469 Design-A-Day Inc.	Supplies	14.98
35470 Display Sales	Banners	167.75
35471 Doublewood Inn	Lodging	117.00
35472 Dyste's	Supplies	146.56

35473 Farmers Union Oil	Gas & repairs	742.70
35474 Forman Drug	Supplies	14.71
35475 Great Plains	Personnel Policy Mtc.	250.00
35476 Hardware Hank	Repairs	283.84
35477 Julie Hassebroek	Travel	243.51
35478 Betty Hewitt	1995,1996,1997 & 1998 travel	2226.73
35479 ISD	Connection	131.13
35480 Kwik Stop	Gas	12.70
35481 Law Enforcement Equip	Hat	22.95
35482 Martinsen Home Center	Repairs	203.95
35484 McKeever's	HBA	31.30
35485 Minn-kota Comm.	Radio repairs	579.60
35486 Larry Nelson	Labor	240.00
35487 NDACO	Registration, terminal & consultation	1133.00
35488 ND Dept. of Health	Mouthpieces	15.00
35489 Oakes Community Hosp.	Blood Alcohol	36.70
35490 Officeland	Supplies	166.24
35491 Otter Tail Power Co.	Fairgrounds	216.04
35492 PTT Publication Center	Y2K kit	27.00
35493 Norman Preble	Travel	370.26
35494 Reardon Office Equip.	Shield	4.95
35495 Cory Renshaw	Exam fee	12.50
35496 Richland Co. Correct.	Prisoner board	1280.00
35497 SC Health Unit	Hep B Injections	100.00
35498 SC Treasurer	Reimbursement postage, etc.	6758.47
35499 SEL Lumber Inc.	Repairs	521.94
35500 Stein's Inc.	Supplies	107.94
35501 Streicher's	Ammunition	299.75
35502 Tayer Plumbing	Fairgrounds	89.00
35503 The Teller	Publishing fees	1106.62
35504 US Link	LD Phone calls	321.62
35505 Viking Office Supplies	Supplies	277.66
35506 White Banner Uniform	Alterations	126.00
35508-Election Board bills	1998 General Election	
35539		2862.80
Weed Board expenses		341.72

Meeting adjourned at 4:50 p.m.


BETTY HEWITT, CHAIRMAN

ATTEST:


SHERRY HOSFORD, AUDITOR

Forman, North Dakota
December 1, 1998

The Sargent County Board of Commissioners met at 9:00 a.m. with the following present: Betty Hewitt, Bill Smith, Lysle Coleman, Don Wehlander and Steve Wyum. Absent none.

Approve minutes of 11-17-98 meeting. (Smith/Coleman, unanimous)

Betty Hewitt reported that she attended the REC conference in Bismarck on rural development. Many issues were discussed on how to help save and grow the rural economy.

REC REPORT

Julie Hassebroek met with the Board to review upcoming programs including: Beef Roundup, Income Tax Management, Changing the way you Farm, Finpak and Quicken. She will accompany 2 youth from Sargent County to the National Livestock Show in Colorado in January 1999 and asked permission to use the county cellular phone. The Auditor will check on out-of-state use of the phone.

EXTENSION SERVICE
REPORT

Bill Smith and Lysle Coleman reported they met with Havana City Council last night. The council requested cleaning the road ditch along County No. 7. The county will do the work this week.

HAVANA CITY - CLEAN
ROAD DITCH

Sparky informed the Board he would work on several road projects as well as the improvements to Co. # 1 by Esler Swanson's. One of the old International trucks blew up and he purchased another truck from Brummond Construction for \$500. He will use the engine to repair the old truck.

ROAD DEPT.

Ken Forster presented information to the Board regarding water problems surrounding his property. He has been working with Fish and Wildlife Service since 1991. A temporary ditch had to be closed October 1, 1998 and the water is still rising. The Board suggested he apply for a permanent ditch at a lesser depth and talk to other landowners and the Soil Conservation Office about other alternatives.

KEN FORSTER

Randy Pope, Damon DeVillers and Sparky Engquist met to discuss the upcoming road projects. The final plans are completed. Discussed obtaining mailbox agreements, type of paving, replacing road signs, striping, approach paving, and haul roads. Bids will be opened March 12, 1999.

INTERSTATE ENG.
REPORT

Approve 1/3 cost share to replace the following culverts for Willey Township: A 48-inch x 30-foot culvert between Sections 27 & 34 and a 36-inch x 40-foot culvert between Section 23 & 24. (Coleman/Wehlander, unanimous)

WILLEY TWP CULVERTS

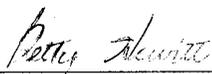
BRIDGE 132-10
K, L & J

Barry Schuchard and Kris Bakkegard of Kadrmas, Lee and Jackson met with the Board to discuss replacing Bridge 132-10 located 4 miles north and 2 east of Cayuga. They inspected the bridge and suggested an alternate to straighten the roadway. Easements have been checked and a letter drafted for environmental concerns. They presented an agreement for preliminary and design engineering for \$19,300. Approve agreement for \$18,000. (Wehlander/Wyum, unanimous) The bridge is scheduled for bid opening in May 1999.

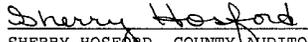
PAY PLAN

Gina Hillestad provided information on the proposed pay plan. Several questions were raised on different plans and implementation. Gina will get additional information from the consulting firm on hire by Sargent County.

Meeting adjourned at 4:00 p.m.


BETTY HEWITT, CHAIRMAN

ATTEST:


SHERRY HOSFORD, COUNTY AUDITOR

Forman, North Dakota
December 15, 1998

The Sargent County Board of Commissioners met at 9:00 a.m. with the following present: Betty Hewitt, Bill Smith, Steve Wyum, Don Wehlander and Lysle Coleman. Absent none. Also present Incumbent District 5 commissioner, Ray Brockman.

Approve December 1, 1998 minutes. (Smith/Coleman, unanimous)

1999 AG LAND

Norm Preble, Tax Director, met with the Board to discuss 1999 agriculture land values. A 3% increase is proposed. Norm will attend a meeting in January to discuss possible legislation on land that is under water.

SHERIFF'S DEPT
VEHICLES

2 1999 VEHICLES
TRADE IN 1995
KEEP 1996
ADV 1992 FOR SALE

The Board proceeded to open bids for furnishing two new full size patrol vehicles. Also present Chuck Gates and Lyle Bopp. The Board received one bid from Hansen Ford-Lincoln-Mercury, Grand Forks, ND as follows: The selling price per unit for a 1999 Model Ford Crown Victoria Police Interceptors is \$20,435 as an outright no-trade price. They also bid optionally on trade-in units of \$3200.00 for the 1995 Crown Victoria and \$4200.00 for the 1996 Crown Victoria. Discussed trade in options. Purchase two (2) 1999 Ford Crown Victoria Police Interceptors at \$20,435 and trade in the 1995 for \$3200. Retain the 1996 car for county use and advertise the present 1992 county car for sale. (Wyum/Smith, unanimous) The cars will be delivered in mid-January, 1999.

PATH

Wendy Jacobson, Social Service Director, Janelle and Dale from PATH, Chuck Gates, Travis Paepfer and Lyle Bopp met to discuss PATH. The Professional Association of Treatment Homes is one of the first, and one of the largest, treatment foster care organization in North America. PATH's mission is to serve children, youth and families whose special needs can be met through services delivered primarily by treatment foster parents, teamed with and supported by agency staff. There is some concern in Sargent County regarding PATH homes. The PATH representatives work very closely with these homes and will look into the areas of concern.

DR MOWER TRIMMER

Doc Nelson asked permission to purchase a DR Mower/Trimmer. Approve. (Coleman/Wehlander, unanimous)

MUSKRAT PERMIT

Instruct Auditor to inquire about extending the permit to shoot muskrat along county and township road right-of-way. (Wehlander/Smith, unanimous)

George Lewis, Butler Machinery Inc. stopped briefly at the meeting.

SANDY HANSON JOB
DESCRIPTION

Sandy Hanson met with the Board and a discussion was held on expanding her job to include secretarial work for the road department. Approximately one day per week would be spent doing road department paper work. A job description needs to be prepared and reviewed prior to February 1st.

SANDY HANSON COMP.
FOR FEMA HOURS

Approve \$7.08 per hour for Sandy Hanson based on Auditor's computation of hours worked in excess of normal schedule and note that the Board will not pay any excess time without prior approval as per Section 401, page 28 of the SC Personnel Policy and or a new job description. (Smith/Wyum, unanimous)

ROAD DEPT.

Sparky Engquist updated the Board on various road projects and his schedule for completing ER and FEMA paper work.

1998 BUDGET AMENDMENT
AND TRANSFERS

Approve amendment of the following 1998 Budgets and transfer of funds as follows: (Smith/Coleman, unanimous) TRANSFER - From County General to Extension Service - \$1100. BUDGET AMENDMENTS - Disaster assistance - \$0 to \$118,319.96; County Road - \$536,938 to \$882,052.46; Advertising - \$6200. to \$7,030.99; State Aid - \$5,321.56 to \$5,553.83; WIC - \$15,559.59 to \$16,759.69; Dr. # 2 - \$0. to \$3,180.; Dr. # 3 - \$0 to \$5,557.50; Dr. # 4 - \$1,500. to \$9,204.14; Dr. # 11 - \$75,000. to \$174,916.16; Dr. # 12 - \$1,500. to \$2,280. and Water Channel No. 1 - \$10,000. to \$12,336.26

ELEVATOR PROJECT

Les Bjore, Architect, Handicapped Facility project, presented a project report. The concrete block supplier was unable to produce block for our schedule. Mr. Bjore found another supplier and block was delivered 12-14. The block will be laid starting 12-21. The elevator will be ordered 12-17. The new phase 3 service and switch over will be completed today. With the block delay and earlier weather delay, the project is 18 days behind schedule. The schedule had 21 days of cushion delay built into it, so another delay cannot be afforded.

Approve payment of the following bills and December payroll in the sum of \$61,898.18.
(Coleman/Smith, unanimous)

35581 City of Forman	Water, sewer & garbage	98.15
	Social Service expenses	5496.09
35645 Advance Elevator	Elevator	6400.00
35646 Les Bjore	Construction Manager	2336.40
35647 Darlene Colbert	Picture mat	33.00
35648 Copypaper Warehouse	Tablecover	38.70
35649 Dickey Rural Telephone	911	442.50
35650 Julie Hassebroek	Travel & supplies	283.74
35651 Holiday Inn	Lodging	27.50
35652 Interstate Eng.	Eng. services	3384.92
35653 Lewis Computer Service	Computer-911	5114.00
35654 NDDHS	MA & FC	1101.38
35656 NDSU	Supplies	132.11
35657 Northern Escrow Inc.	Elevator	27540.00
35658 Office Max	Supplies	163.86
35659 Julie Qual	Travel	63.50
35660 Quill	Laptop case	69.98
35661 Richland Electric	Elevator	5000.00
35662 Richland-Wahpeton 911	Services for 1998	405.00
35664 US West Communications	911	600.63
35665 Bernard Mahrer Const.	Gravel & Oil mix	54530.15
35666 Brummond Const.	Truck engine	500.00
35667 Christianson Asphalt	Demurrage	140.00
35668 Cogswell Oil Co.	Fuel	16.58
35669 Economy Oil Co.	Fuel & gasoline	4160.89
35670 Ekstrom Repair Shop	Repairs	862.03
35671 Farmland Co-op	Fuel	16.58
35672 Forman Auto Parts	Repairs	40.28
35673 Johnston Fargo Culvert	Culverts	2891.40
35674 Kiefer Implement	Repairs	2.50
35675 Mark Sand & Gravel	Co # 14 bituminous mix	20489.31
35676 Newman Traffic Signs	Stop signs	170.00
35677 OMB/Surplus Property	Shop tools	182.00
35678 Northern Tool & Equip.	Snow plow light	445.30
35679 RDO Equipment	Cutting edges	892.15
35680 Zep Mfg. Co.	Supplies	70.70
35681 AirTouch Cellular	Cell phone	32.19
35682 Alliance Business Prod.	Receipts	513.89
35683 Amoco	Gasoline	51.59
35684 AT & T	Telephone	23.55
35685 Buhl's	Cleaning service	146.00
35686 Case & Bopp	Rent and Phone	205.99
35687 Colby Oil Co.	Black dirt	72.08
35688 Comfort Inn East	Lodging	470.35
35689 Dacotah Paper Co.	Fax paper	185.94
35690 Dakota Office	File jackets	126.45
35691 Dyste's	Supplies	12.46
35692 E S & S	Rental & ballot coding	4150.40
35693 Empire Feed & Grain	19.24 ton coal	966.81
35694 Farmers Union Oil	Gas, propane, fuel & repairs	2112.22
35695 Sandy Hanson	Travel & phone	237.73
35696 Haroldson Office	Supplies	79.13
35697 Hardware Hank	Supplies	134.48
35698 Julie Hassebroek	Travel	243.51
35699 Betty Hewitt	Travel	117.40
35700 ISD	56K connection	131.13
35701 Kwik-Stop	Gas	5.73
35702 Lisbon Medical Center	3 blood alcohol	87.00
35703 Martinsen Home Center	Supplies	107.13
35704 McKeever's Super Valu	HBA	5.50
35705 Minn-kota Communications	Radio service	180.75
35706 Larry Nelson	Labor	170.00
35707 ND Advertising Service	Publishing	150.00
35708 ND State Radio Comm.	911 & Teletype	1435.20
35709 Oakes Community Hosp.	2 blood alcohol	73.40
35710 Quill Corp.	Supplies	15.68
35711 Radisson Inn	Lodging	76.30
35712 Richland Co. Corrections	Prisoner Board	360.00
35713 SC Treasurer	Postage reimbursement	396.24
35714 Schwaab	Pre-ink stamp	66.60
35715 Bill Smith	Travel	347.75
35726 Stein's Inc.	Floor finish	79.03
35717 The Teller	Publishing fees	240.64
35718 Universal Services	Copier toner	272.00
35719 US Link	Long distance phone calls	343.56
35720 Valley Ford	Key	4.32
35721 Viking Office	Printer, Chair & supplies	840.14
35722 Don Wehlender	Travel	205.00
35734 Sherry Hosford	Travel	12.00

The meeting adjourned at 4:00 p.m.


BETTY HEWITT, CHAIRMAN

ATTEST:


SHERRY HOSFORD, AUDITOR

Forman, North Dakota
December 16, 1998

The Sargent County Board of Commissioners met in special session at 4:00 p.m. with the following present: Betty Hewitt, Don Wehlander, Lysle Coleman, Steve Wyum and Bill Smith. Absent none. Also present Travis Paeper, Gina Hillestad and Lyle Bopp.

PERSONNEL BOARD
RECOMMENDATION

Travis Paeper, representing and SC Personnel Board, stated that the Board had reviewed the policy manual, proposed pay plan and some of the numbers as determined by Gina Hillestad. The Personnel Board amended some of the language in the pay plan document and voted to adopt and recommend to the Board of County Commissioners for adoption. They would like to schedule a meeting with all department heads on January 11, 1999 at 3:30 p.m. to discuss the implementation of the pay plan upon approval by the Board of Commissioners.

The commissioners reviewed the proposal, discussed weed board employees and probationary employees as well as dollars available to implement this plan.

3% 1999 PAY INCREASE

Eligible employees will receive a 3% pay increase on January 1, 1999 as adopted in the budget.

FIRST STEP OF SC PAY PLAN
SECOND SETP FOR EMPLOYEES
NOT AT MID-RANGE

WHEREAS, the county's policy is to pay base compensation that is competitive with its relevant labor market,
IT IS HEREBY RESOLVED to concur with the Sargent County Job Classification and Pay Plan to adopt the first step for all eligible employees and the second step for employees not at mid-range for their grade and class. Probationary employees not included and weed board employees included but not eligible because of a previous commitment with that Board for 1999. The effective date is January 1, 1999 and subject to numerical review by the chief financial officer. (Smith/Wyum. Roll Call vote. Aye: Smith, Wyum, Coleman, Wehlander, and Hewitt. Nay: none. Motion carried)

Meeting adjourned at 5:15 p.m.


BETTY HEWITT, CHAIRMAN

ATTEST:


SHERRY HOSFORD, AUDITOR